

Saenskool Impala

Nr.

English F.Q.L
Paper 3: Writing
Grade: 6
Examiner: Ms. D. Kruger
Moderator: Mr. Q. Nel
Date: 10 June 2018
B. Longer handwritten writing test
Time: 40 Min.
Total: 15
Pages:

Name: _____

Parent's signature: _____

Name: _____

Grade: 6 / _____

Name: _____

Dear _____

The Manager
Guide dog Association of South Africa



Instructions:

1. Read the question carefully, until you understand what is being asked.
2. Please write neatly, use a blue pen.
3. Concentrate on your spelling.
4. Remember to use paragraphs.

Question:

Write a formal letter

Write a letter about 80-100 words to the Guide Dog Association of South Africa. Tell them that you have a friend who is blind. Ask them to tell you what to do to help your friend to get a guide dog.

- Remember to lay out your letter properly, with your address and the date in the top right-hand corner.

- Your letter should have at least two paragraphs.
- End your letter with Yours sincerely and your name.



B. Rubric for longer transactional writing task:

Formal letter

Paper 3: Writing

Out of 15 marks
The written piece is excellent, and needs or surpasses the level expected in Grade 6. It shows: <ul style="list-style-type: none"> thorough understanding of the topic thorough planning very effective use of the drafting and editing process, making a lot of corrections and improvements no mistakes, or so few that they do not detract from the meaning correct format for the text type (ie. correct layout for a letter, correct layout for a report) effective ending
The written piece is very good. It shows: <ul style="list-style-type: none"> thorough understanding of the topic mostly thorough planning quite effective use of the drafting and editing process, picking up a lot but not all corrections and improvements a few mistakes, but they do not detract from the meaning mostly correct format for the text type (ie. correct layout for a letter, correct layout for a report) effective ending
The written piece is good. It shows: <ul style="list-style-type: none"> some understanding of the topic a good attempt at planning some use of the drafting and editing process, but missing some corrections and improvements mistakes that start to detract from the meaning mostly correct format for the text type (ie. correct layout for a letter correct layout for a report) an attempt at an effective ending
The written piece is adequate. It shows: <ul style="list-style-type: none"> some understanding of the topic an attempt at planning, but not very effective limited use of the drafting and editing process, missing a lot of corrections and improvements mistakes that detract from the meaning incorrect use of layout for the text type ending does not follow the requirements of explaining the conclusion of the story
The written piece is weak. It shows: <ul style="list-style-type: none"> limited understanding of the topic an attempt at planning, but very weak very limited use of the drafting and editing process, leaving a lot of corrections and improvements many mistakes that make the meaning difficult to follow incorrect use of format for the text type weak ending that does not explain the conclusion of the story
The written piece is very weak. It shows: <ul style="list-style-type: none"> incorrect understanding of the topic weak planning limited or no use of the drafting and editing process, missing most corrections and improvements mistakes that make the meaning difficult to follow incorrect use of format very weak ending
1 to 5 marks

Paper 3: Writing	Q. Personal recount	/15
Paper 3: Writing	Q. Formal letter	/15
GOALS FOR PAPER 3	GOALS FOR PAPER 3	/30

- extremely poor or no use of the drafting and editing process, missing almost all corrections and improvements
- so many mistakes that the meaning is difficult to follow
- incorrect use of format
- very weak ending or no ending